

KENTUCKY TEACHERS' RETIREMENT SYSTEM
Answers to Questions regarding KTRS's RFP for Janitorial Services
December 4, 2009

On or before 4:30 p.m. on Tuesday, December 1, 2009, the Kentucky Teachers' Retirement System (KTRS) received the following questions regarding its RFP for Janitorial Services:

Question 1. What is the amount of personnel you presently have cleaning the buildings?

KTRS's Response: The service provider currently under contract determines the number of employees necessary to perform all required cleaning services. The number of employees used by the service provider varies from day to day.

Question 2. Is there a minimum of what employees are to be paid according to your wage determination?

KTRS's Response: The successful bidder must comply with applicable federal and state law regarding minimum wages paid to the successful bidder's employees.

Question 3. Do you need a person on location during the day?

KTRS's Response: Not during business hours from 8 am to 5 pm. However, please refer to the "Scope of Services" in the RFP at Section II, C, page 3, regarding the availability of a representative for the purpose of service evaluation, complaints, and scheduling of project work.

Question 4. What is the current annual contract value?

KTRS's Response: KTRS pays an annualized fee of \$18,387.36 (\$1,532.28 monthly) for janitorial services for the building located at 479 Versailles Road, Frankfort, Kentucky 40601. In addition, KTRS pays an annualized fee of \$7,142.88 (\$595.24 monthly) for janitorial services for the building located at 477 Versailles Road, Frankfort, Kentucky 40601.

Question 5. Should we receive the contract, will the payments come monthly or bi-monthly?

KTRS's Response: The successful bidder will invoice KTRS on a monthly basis.

Question 6. Will the payments come automatically or do we need to send an invoice?

KTRS's Response: The successful bidder will invoice KTRS on a monthly basis.

Question 7. When are the buildings sprayed for insects?

KTRS's Response: The buildings are treated for insects on an as needed basis. If necessary, KTRS will make arrangements with the successful bidder regarding notification of treatment schedules.

Question 8. Can we get a copy of each building's fire escape map or specifications?

KTRS's Response: The successful bidder will receive an appropriate map of the buildings and safety briefing.

Question 9. How often do you want the inside windows cleaned?

KTRS's Response: Windows and blinds will be cleaned at least twice each year.

Question 10. What is the square footage of all tile flooring in 479 and 477 buildings?

KTRS's Response: The building located at 479 Versailles Road, Frankfort, KY 40601 has approximately 2400 square feet of tile flooring. The building located at 477 Versailles Road, Frankfort, KY 40601 has approximately 2000 square feet of tile flooring.

Question 11. With regard to the RFP for janitorial services at the KTRS facility, what amount is being paid each month under the current janitorial contract?

KTRS's Response: Please see KTRS's Response to Question 4 above.

Question 12. How much is the current contract per month?

KTRS's Response: Please see KTRS's Response to Question 4 above.

Question 13. What do you mean by submitting a bid by electronic copy? Would this be an attachment of the contract to an email?

KTRS's Response: Please see the "Proposal Specifications" in the RFP at Section III, A, page 3. You should submit five (5) paper copies and one (1) electronic copy of the Response as provided in the RFP. The electronic copy may be placed on any readable media.